

RECEIVED TOWN CLERK
CLARK COUNTY

2021 AUG -6 AM 10:47

DPW FACILITY BUILDING COMMITTEE

MEETING DATE September 29, 2020
LOCATION New DPW Facility, Old Westborough Road, Grafton
Conference Line (As Posted in Meeting Agenda)
COMMITTEE J. Bechard, P. Carlson, A. Clarke (Remote), P. Cournoyer, S. Robbins, R. Rodak
OPM: A. Deschenes
WESTON & SAMPSON Not in attendance
GUEST Abe Hafiani, Project Manager, Castagna Construction

CALLED-TO-ORDER & 7:05 PM
OPEN CONFERENCE LINE

Item 1: OPM Updates

Discussion Points

Sitework:

- Punch list items remain incomplete.

Concrete:

- No further activity other than Vehicle Maintenance and Wash Bay slab issues discussed during previous meetings.

Exterior:

- Roof ladders were installed on 9/23/2020 and 9/24/2020.
- Roof leaks in Vehicle Storage not fixed.
 - o Castagna and its roofing sub contractor have been alerted and photos shared.

Interiors:

- Interior of building is complete except for punch list and deficiencies.

MEP:

- Commissioning punch list items still remain to be completed.
- Flue for Vehicle Wash boiler, included in a Change Order, has not yet been installed.
- IT/security/cameras will be tested and completed until the IT switch is moved from the existing DPW Facility.
 - o Tentative date to move switch is 10/14/20.

OTHER UPDATES:

Cost update:

- Invoices this month for Wash Bay equipment, boiler certification, and Weston & Sampson.
- Legal recommended that we release Requisition #19 based on 9/25/20 meeting with Castagna.
 - o Holdback on this requisition still includes potential LD's, value of concrete slab repair, and remaining monetized punch list.

Schedule

- Next steps:

- Final walkthrough with Fire and Building Department's scheduled for 10/7/2020.
- Obtain Certificate of Occupancy/Substantial Completion.
- Complete Punch List and Owner training.
- Final Completion.
- Install Owner Equipment.

Quality

- No issues to report.

Safety

- No issues to report.

Equipment

- No change to status of equipment.
 - Maintenance Tech, Inc. (MTI) continues to need a 4-5-week lead time to return to finish installing the equipment in the Vehicle Wash Bay based on their current schedule.
 - OPM reports confirmation from Mohawk Lift to install both lifts is pending.

Closeout

- OPM reports all twelve items below will have been completed by 9/29/2020:
 1. All openings in ceilings to be closed.
 2. Access panels to be installed and labeled appropriately.
 3. Drain for test port outside of vehicle wash needs correct fitting.
 4. Re-label Fire Sprinkler Room door: "Dry Sprinkler Room".
 5. Install two Knox boxes – one at Dry Sprinkler Room, one at Fire Pump House
 6. Spare sprinkler heads need to have a list that includes quantities by type.
 7. Cellular connection for Fire Radio needs to be activated and tested. **Note: device was previously tested, antenna has been tested. Final system test on 10/5/20.**
 8. Sprinkler as-builts updated to show all heads/pipe accurately.
 9. NFPA-72 document should indicate there IS a generator.
 10. Add sprinkler heads as discussed/required.
 11. Add an exit sign in corridor near public entrance, perpendicular to path of travel.
 12. Install evacuation route signs.
- Next walkthrough date to be Wednesday 10/7/20 at 9:00am.
- OPM also verified that Verizon signal outside the building was adequate.
- American Alarm installed an antenna for the fire radio that solved the connectivity problem.

Legal

- OPM reports that he (Andy Deschenes), Paul Cournoyer, Kevin Gallagher (Grafton Highway Superintendent) and Legal Counsel for the Town met with Castagna and their legal counsel at the new DPW Facility on 9/25/20.
 - Meeting set to discuss the status of the outstanding items required to be completed before the Town can issue a Certificate of Occupancy, the monetized punch list, and the quality of the concrete slab and repair.
 - OPM reports:
 - Monetized punch list is \$179,658.00.
 - Castagna has agreed to have all punch list items completed by 10/9/2020.

- Castagna does not believe the poor quality in the concrete slab has to be completely removed and is reluctant to repair to the degree the OPM has asked.
- Next meeting scheduled for 10/9/20.

Item 2: Review invoices

Discussion Points

- Requisition #19 dated September 29th, 2020, in the amount of \$181,758.04 submitted to the Committee for review and consideration.
 - o Discussion: After OPM review of Requisition #19 recommends the Committee approve a lower amount of the requisition based on the following accounting:

Retainage from Requisition #18	\$587,730.93
Punch List	-\$179,658.00
Concrete Slab	-\$95,000.00
LDs	-\$140,250.00
PCO 71 Plumbing in CO #9	<u>\$1,744.10</u>
Payment Due	\$174,567.03
 - o Motion made by S. Robbins: Town of Grafton pays Requisition #19, dated September 29th, 2020 in the amount of \$174,567.03
 - o Motion seconded by P. Cournoyer
 - o Chair declares motion carries 6-0
- Weston & Sampson invoice #9200326 dated September 24th, 2020 in the amount of \$16,635.00 covering Project Commissioning, presented to Committee for review and approval.
 - o Motion made by S. Robbins: Town of Grafton pays Weston & Sampson invoice #9200326 dated September 24th, 2020 in the amount of \$16,635.00
 - o Motion seconded by P. Carlson
 - o Chair declares motion carries 6-0
- Commonwealth of Massachusetts Department of Fire Services payment notice #138822 dated June 29th, 2020 in the amount of \$100.00 covering Boiler Certificates.
 - o Motion made by P. Carlson: Town of Grafton pays Commonwealth of Massachusetts Department of Fire Services payment notice #138822 dated June 29th, 2020 in the amount of \$100.00
 - o Motion seconded by P. Cournoyer
 - o Chair declares motion carries 6-0
- Maintenance Tech Inc., the third and final invoice for Vehicle Wash Bay equipment, number 8760 dated August 3rd, 2020 in the amount of \$40,944.40 submitted to the Committee for review and consideration.
 - o Motion made by S. Robbins: Town of Grafton to pay Maintenance Tech, Inc., invoice number 8760 dated August 3rd, 2020 in the amount of \$40,944.40
 - o Motion seconded by P. Carlson
 - o Chair declares motion carries 6-0

Item 3: Meeting minutes

Discussion Points

- o No meeting minutes presented

Item 4: Future Meetings***Discussion Points***

- Next meeting thereafter is October 29th, 2020

Item 5: Contractor Comments***Discussion Points***

- Abe Hafiani attended final 10 minutes of the meeting to share the following with the Committee:
 - o Castagna takes responsibility for concrete slab
 - o Feels they have met the contractual obligation
 - o Concerned by Weston & Sampson's lack of document control
 - o Recommends Committee do an assessment
 - o Noted Castagna has requested though no reason has been provided as to why Certificate of Occupancy has not been provided
 - o Assured the Committee Castagna will deliver project as a new building

MOTION TO ADJOURN	P Carlson
SECOND	P Cournoyer
DECISION	6-0

ADJOURN &	7:34 PM
CLOSE CONFERENCE LINE	